



**SENATE ACADEMIC POLICY COMMITTEE MEETING  
MINUTES**

Monday 26 October 2020 3:32-5:01 p.m. via Zoom

**Attendees**

**Senators**

Julia Burnham  
John Gilbert  
Sathish Gopalakrishnan  
Paul Harrison  
Claudia Krebs  
Kin Lo (Chair)  
C.W. Marshall  
Shigenori Matsui

Anubhav Pratap Singh  
Karen Smith  
Richard Spencer (Vice-Chair)  
Hisham Zerriffi  
Justin Zheng

**Ex Officio**  
Moura Quayle  
Kate Ross

**Regrets**

Meigan Aronson  
Eshana Bhangu

**Senate Staff**

Christopher Eaton  
Jessica Iverson

**Call to Order**

The meeting of the Senate Academic Policy Committee (the “Committee”) was called to order at 3:32 p.m. on 26 October 2020 by K. Lo, Chair.

**Agenda**

***THAT THE*** Senate Academic Policy Committee adopt 26 October 2020 agenda as presented.

Moved: R. Spencer  
Seconded: K. Smith  
**Carried.**

**Meeting Minutes**

***THAT THE*** Senate Academic Policy Committee approve the 28 September 2020 meeting minutes as presented.

Moved: S. Gopalakrishnan  
Seconded: J. Burnham  
**Carried.**

**Business Arising  
from the Minutes**

None to report.

**Faculty of  
Pharmaceutical  
Sciences Leave  
Proposals**

K. Lo introduced proposals from the Faculty of Pharmaceutical Sciences to create academic leave/leave of absence Calendar entries for the Bachelor of Pharmaceutical Sciences, Entry-to-Practice Doctor of Pharmacy and Flexible Doctor of Pharmacy degree programs.

***THAT THE*** Senate Academic Policy Committee approve the Bachelor of Pharmaceutical Sciences Leave of Absence Calendar entry as presented.

***THAT THE Senate Academic Policy Committee approve the Entry-to-Practice Doctor of Pharmacy Academic Leave Calendar entry as presented.***

***THAT THE Senate Academic Policy Committee approve the Flexible Doctor of Pharmacy Leave of Absence Calendar entry as presented.***

Moved: P. Harrison  
Seconded: H. Zeriffi

P. Harrison noted there has been some discussion about a new way of approaching academic leave for undergraduate students. C. Eaton said he has been discussing the matter with the Vice-Provost, International Office to understand how leave works for international students with regards to their Citizenship and Immigration Canada (CIC) status. The current policy treats leave not as an official status but as a guaranteed right of return after a period of time. Those discussions have turned to determining the minimal adjustment to UBC processes to comply with CIC's expectations without either administratively burdening the university or inconveniencing the students.

Returning to the proposals under consideration, various questions, comments and concerns were raised, including:

- A suggestion to propose Calendar language only for the instances in which the Faculty's policies deviate from the University's; where they are the same, they should be hyperlinked to the central policy. This is not only fairer for students but also allows for ease in updating documents.
- The rationale statements note: "The Faculty of Pharmaceutical Sciences is streamlining the approach to academic leaves across undergraduate programs." This caused confusion considering two of the proposals are for Doctor of Pharmacy programs. The Committee suggested removing "undergraduate" to avoid further misunderstanding.
- The proposals refer to "the Office of Student Services." Is this office specific to Pharmaceutical Sciences (vs. campus-wide student services)? The Committee asked for clarification, and suggested adding a hyperlink to the correct office contact details.
- The Bachelor of Pharmaceutical Sciences and Flexible Doctor of Pharmacy programs are proposing a **Leave of Absence**, whereas the Entry-to-Practice Doctor of Pharmacy program is proposing an **Academic Leave**. The Committee questioned the inconsistency and suggested aligning the language across all proposals.
- The *Readmission after being Required to Discontinue* sections make reference to a 12-month period. How is this period timed (ex. what defines the start and end)? The Committee suggested clarifying this in the proposal.
- Some *Readmission after being Required to Discontinue* sections need to be amended having been moved from where they were originally proposed. For instance, the proposals read: "Students required to

discontinue after a failed year and who wish to return to the program must sit out for a 12-month period and are required to apply for readmission, **as above.**"

**THAT THE** Senate Academic Policy Committee table the motions and refer the leave proposals back to the Faculty for resolution.

Moved: C.W. Marshall

Seconded: J. Zheng

**Carried.**

The Committee ultimately questioned whether or not these policies are needed given the existing campus-wide policies. If there is a need—for instance, these policies introduce different provisions—the Committee asked for a rationale. They also raised a handful of language considerations, as detailed above.

**V-302: Graduate  
Student Leaves of  
Absence**

K. Lo introduced a proposal from the Faculty of Graduate and Postdoctoral Studies to strike a residual reference to the on-leave fee that was removed from the policy last academic year.

**THAT THE** Senate Academic Policy Committee approve amendments to V-302: Graduate Student Leaves of Absence, and the related Calendar entry, as presented.

Moved: H. Zerriffi

Seconded: J. Zheng

While the proposed change was minor and editorial in nature, the policy itself generated various questions, comments and concerns, including:

- Language throughout the policy could be updated (ex. using non-binary pronouns, amendments so as not to reinforce the idea there has to be a primary caregiver, etc.).
- One member asked for details on the GSS's involvement in the development of the policy.
- Various concerns were raised about parental leaves and the related loss of funding.
- The requirement that leaves be aligned with terms is problematic.
- One member said points 2 and 8 of the policy are particularly concerning.

There was broad support for inviting the G+PS Associate Dean, Academic to a future meeting of the Committee for a fulsome discussion of the policy. V-302 will be reviewed by the Committee this triennium, but the hope is to pre-emptively engage with the Faculty to share the Committee's concerns and discuss ideas for possible revisions.

**Carried.**

**Exam Hardship  
Policy for  
Midterm/In-term  
Exams**

J. Zheng introduced the topic to the Committee, explaining he was gathering feedback on a possible hardship policy with applicability to midterm or in-term examinations. Three or more midterms are often scheduled within 24 hours. If that were to occur during the formal examination period students could seek accommodation. The same does not apply for midterm/in-term exams, however, and in some cases these exams are worth more than the final.

C. Eaton noted there used to be fewer major assessments; the current winter exam schedule was previously the midterm session, and clashes would be caught at that point. He also raised the perennial issue of midterms being scheduled at once when the classes are held at various times. K. Lo added that issue will be coming forward separately.

Various members noted midterm exams are not scheduled centrally like they are for formal examinations. K. Ross said to do so would require identifying the periods of time in which midterms are to be scheduled and which Faculties want to partake in the centralized process. This presents challenges but is not impossible. J. Zheng suggested mass exam times in which students from various programs write their exams together in large lecture halls.

R. Spencer questioned the consequences of having a softer definition of exam. C. Eaton said many policies were written when exams were most of the assessment; we have changed how we assess students but have not updated the regulations accordingly.

**Committee  
Roundtable to  
Solicit Topics**

K. Lo asked members for topics for the Committee to consider over the term. The following were offered:

- Working group to develop a policy statement on children in the classroom.
- Building an interface between the university and students (“the service journey”) into the policy approval process.

**Next Meeting**

The next meeting of the Committee will be held on 30 November 2020 3:30-5 p.m.

**Adjournment**

***THAT THE Senate Academic Policy Committee adjourn the meeting.***

Moved: P. Harrison  
Seconded: C.W. Marshall  
**Carried.**

The meeting adjourned at 5:01 p.m.